निगम कार्यालय
भर्ती अनुभाग, ईस्टर्न कोर्ट,
जनपथ, नई दिल्ली-110001
ई-मेल : bsnlrectt@bsnl.co.in

BSNL भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

efile no:- BSNLCO-11/13(11)/1/2026-RECTT-CO Dated: 19/11/2026

**EXAMINATION NOTIFICATION**

To

All the Chief General Managers,
BSNL Telecom Circles.

Subject: - Limited Internal Competitive Examination (LICE) for promotion to the grade of CAO/AGM under 33% internal quota for Vacancy Year 2023 - Notification of Exam - Regarding.

| | |
|---|---|
| STARTING DATE OF ONLINE REGISTRATION OF APPLICATION | Will be communicated later |
| LAST DATE OF ONLINE REGISTRATION | Will be communicated later |
| EDITING/MODIFICATION IN APPLICATION DATA BY CANDIDATE | Will be communicated later |
| DATE OF ONLINE EXAMINATION | Will be communicated later |

1. It has been decided with the approval of the Competent Authority to hold an online Limited Internal Competitive Examination (LICE) for promotion to the grade of CAO/AGM to fill up the vacant posts from the eligible candidates of BSNL as under:

| Period | Total Vacancies | UR | SC | ST | PwBD 4% (Category-A) |
|---|---|---|---|---|---|
| Vacancy Year 2023 under 33% internal quota | 236 | 183 | 35 | 18 | 1 |

**Note:**

i. The number of vacancies mentioned above are tentative and subject to change. Reservation will be effective as per guidelines/policy/court orders by Government of India, if any.

ii. Since the Jarnail Singh batch of cases is pending in the Supreme Court of India, any promotion order issued shall be subject to further orders that may be passed by the Supreme Court in the said batch of cases.

2. The aforementioned LICE for promotion, shall be conducted as per provisions laid in the Recruitment Rules (RR) of BSNL Management Services – Finance Stream (MSRRs-Finance)-2023 Letter No. BSNLCO-PERS/15 (17)/4/2022-PERS 1 (Finance) dated 31-Dec-2022 **(ANNEXURE-A)**.

3. The LICE shall be held as per Scheme & Syllabus for promotion from AO to CAO of Finance Stream, circulated vide letter no. BSNLCO-PERS/15 (12)/1/2022-PERS1 dated 16-05-2023 **(ANNEXURE-B).**

4. 4% vacancies are reserved for PwBD category, hence the candidate registering under this category is required to fill their PwBD status in the registration form on Examination portal.

5. The eligibility for appearing in the LICE shall be same as prescribed in MSRR-(Finance)-2023 (Annexure-A), as per which the regular AOs/DMs who are Graduates from Indian Institute /University established by/under act of the Central/State Govt in India or other educational institutes established by an act of Parliament or declared to be deemed university under Section 3 of UGC Act, 1956 with 5 years of regular service as on 1st January of the year to which the vacancy pertains, shall be eligible.

   5.1 Subject to para 5 above, schedule-1 of these RRs also provides that *"Educational qualification for executives to be promoted to the grade of CAO/AGM shall be graduation degree. However, existing incumbents holding the posts of Executives on regular basis on the date of notification of previous MSRRs dated 14-07-2009 shall continue to be eligible for promotion to the grade of CAO/AGM (Finance). "*

6. In case of any doubt with regard to eligibility, Schemes and Syllabus of the examination, the circles may take up the matter suitably with the Cadre Controlling Authority i.e. SEA Section of EF Branch, BSNL CO for necessary clarification.

7. The details of the Paper and Time Table of the examination will be as under:

| S. No. | Paper | Particulars | Maximum Marks | Date and Time of Exam | Duration |
|---|---|---|---|---|---|
| 1 | Written Test (Technical) | (i) Core | 50 Marks (50 Questions) | Will be communicated later | 150 Minutes |
| | | (ii) Common | 50 Marks (50 Questions) | | |
| | Total | | 100 marks | | |
| 2 | Aptitude Test | One Section | 50 Marks (50 Questions) | | 60 Minutes |

   i. The examination will be conducted in one shift comprising Computer Based Test Mode (Objective Type) (Technical) for 150 minutes and Aptitude Test for 60 minutes.

   ii. The examination will be objective type with negative marking. For each correct answer 01 mark will be awarded and for each wrong answer (-) 0.25 marks will be deducted.

   iii. Minimum qualifying marks in Written Test (Technical) and Aptitude Test put together shall be 40% for OC and 35% for SC/ST and PwBDs if sufficient PwBD candidates are not available on prescribed standards i.e. out of total 150 marks,

OC candidate has to obtain minimum 60 marks and SC/ ST & PwBD candidates have to obtain minimum 52.50 marks to qualify the examination.

iv. Evaluation of APARs shall be done only in respect of candidates obtaining minimum qualifying marks in Written Test (Technical) and Aptitude Test put together as per para 1.2 of the Scheme & Syllabus circulated vide letter no. BSNLCO-PERS/15 (12)/1/2022-PERS1 dated 16-05-2023.

v. Reservation in promotion to PwBD category candidates shall be available as per latest DoPT guidelines.

i. *Please note that there shall be no further relaxation of marks or any other parameter under any circumstances owing to maintenance of efficiency of administration.*

vi. **Determination of final merit list (**Weightage - Written Test 60%, Aptitude Test 20% & APAR 20%):

i. SCORE A= 0.6* Candidate marks in Written Test
ii. SCORE B= 0.2* Candidate marks in Aptitude Test*2
iii. SCORE C= 0.2 *Candidate average APAR score*10
iv. Total Score = Score A+ Score B+ Score C

vii. Qualifying Marks in total score: OC-50%, SC/ST-45% and PwBD-45% if sufficient PwBD candidate are not available on prescribed standards. Final merit list shall be published based on Total Score as per notified vacancies subject to obtaining minimum overall qualifying marks in Total Score.

8. The details of the Examination Centres for said LICE will be communicated separately.

9. The employees, who are eligible in accordance with the eligibility conditions as referred in the Recruitment Rules and who desire to appear in the examination should submit the application on-line. Candidates are required to apply online for which link shall be provided through BSNL website www.internalexam.bsnl.co.in.
10. Candidates are advised to visit BSNL Intranet site (www.intranet.bsnl.co.in) for any updates regarding the LICE. The candidates are required to read all the instructions provided on website www.internalexam.bsnl.co.in, before filling the online application form. Candidates must have valid E-mail ID and Mobile Number at the time of online Registration. After submitting the application on-line, the applicant shall retain a hard & soft copy of the application form for record.

11. The prescribed examination fee shall be Rs.1000/- (Rupees One Thousand only) for the OC candidates, and Rs. 500/- (Rupees Five Hundred only) for the SC/ST/PwBD candidates. The same shall be paid through online mode i.e. Internet Banking, Credit Card, Debit Card etc. The amount of the fee shall not be accepted in any other form. Fee once paid for the said LICE shall neither be refunded under any circumstances nor can be held in reserve for any other examination or selection even if the exam is not conducted due to any reasons. Candidates are requested to ensure their eligibility for the said LICE before applying.

12. Candidates are advised to complete their online registration process well before the last date to avoid last day rush/ technical glitches/ unforeseen circumstances. Online registration process will not be allowed after the last date and all incomplete registrations will be treated as rejected. Candidates will have to download their online application form.

13. (i) The registration data of candidate/information shall be sent to concerned Circles for e-verification of eligibility with respect to service particulars available in Service Book, SAP etc. Candidates are, therefore, once again advised to ensure that they fulfil all eligibility conditions before applying. The applicant must also ensure regarding his present circle/employee category while filling the same in online application.

    (ii) The admit cards of only those candidates who are e-verified as eligible by concerned Circles shall be generated and admitted to appear for examination. In case it is found at a later stage that the information furnished by an applicant is false or an applicant does not fulfil any of the eligibility conditions, the candidature of such applicants shall be cancelled and no correspondence in this regard shall be entertained. Issuance of an Admit card for the examination will NOT confer candidates any right for promotion/appointment etc. The promotion will be solely subject to fulfilment of all eligibility conditions & availability of vacancies as provided by concerned authorities.

14. BSNL shall display/provide the questions & provisional answer key on the same portal soon after the Exam. Later, the Challenge /Grievance Window shall be opened wherein candidate shall be provided with a suitable format to submit their online grievances/queries on question/answer options only on chargeable basis to discourage unscrupulous grievances. The same shall be paid through online mode i.e. Internet Banking, Credit Card, Debit Card etc. On the basis of grievance received from candidates, if any, the final answer key & merit list shall be deployed as per prevailing guidelines.

15. Issuance of candidate Response Sheet, Score Card etc. for the said LICE shall NOT confer candidate any right for promotion/appointment etc. The promotion will be solely subject to fulfilment of all eligibility conditions and magnitude of qualified marks secured vis-à-vis availability of vacancies. **The aspect of Eligibility shall be solely on Circles and therefore circles should ensure that Service particulars of candidates in Service Book/ERP are up-to- date in all respect to avoid any kind of pre/post exam discrepancies.**

16. Nothing other than specified in the Admit card shall be permitted to be taken inside the examination premises by the candidates. Violation of any of the instructions at any stage will make the candidate liable for disqualification of the candidature without assigning any reason thereof.

17. For smooth conduct of the examination, all concerned Telecom Circles are requested to constitute an Examination Conducting Team comprising of Examination Co-ordinator (not below the rank of GM [preferably from HR/Admin sections]), Examination Superintendent (ES) (not below the rank of DGM or equivalent), Examination Observer (EO) (not be below the rank of AGM/DE/EE or equivalent) along with supporting staff and one nodal officer who are responsible for e-verification of data of candidates in the

SAP/ERP after verifying it from the Service Book. The duties and responsibilities of Examination Co-ordinator (EC), Examination Superintendent (ES) and Examination Observer (EO)/ Nodal Officer (e-verification) will be sent separately.

18. Circles should also intimate the following details in respect of the Examination Coordinator, Examination Superintendent and Examination Observer to the undersigned through the E-mail IDs at **bsnlrectt@bsnl.co.in** by **30/11/2026**:-
    i. Name:
    ii. Designation:
    iii. Office Address:
    iv. Office telephone Number:
    v. Mobile Number:
    vi. BSNL E-mail Address:
    vii. Alternate E-mail Address:

19. ALTTC is requested to arrange for the pre-exam training to all willing applicants including SC/ST/PwBD candidates for aforesaid LICE, as per admissible rules.

20. Promotion on the basis of result of this examination will be subject to the outcome of court cases, if any, pending in different courts on the issue related to seniority in feeder grades and promotions in the grade of AGM/CAO including reservation and also DoP&T instructions issued from time to time and endorsed by concerned Branch of BSNL.

21. The decision of BSNL in all matters relating to eligibility, acceptance or rejection of the applications for false information, mode of selection, conduct of examination(s) and allotment of examination centres will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard. Discrepancies regarding eligibility during exam or later shall make candidates liable for rejection of candidature. **The custodian of the service book shall ensure all aspects while verifying the eligibility and shall be sole responsibility of eligibility verifying authority.**

22. All Circles are requested to bring this notification to the notice of all working eligible employees.

23. BSNL reserves the right to modify/amend any of the terms & conditions of this recruitment at any point of time.

प्रवीण कुमार झा

(Pravin Kumar Jha)
AGM (Recruitment)

**Encl:-**

1. The Recruitment Rules –MSRR-2023 (Finance): ANNEXURE- A
2. The Schemes & Syllabus of LICE to the grade of CAO/ AGM (Finance): ANNEXURE- B.

**Copy to:**

1. PPS to Dir (HR) BSNL Board for kind information please.
2. PGM (Pers.)/ PGM (SEA) BSNLCO for information please.
3. CGM, (ALTTC) BSNLCO for arranging pre-exam training to all willing applicants please.
4. SDE (OL) for Hindi version.
5. BSNL Intranet Portal.

कार्मिक शाखा/Personnel Branch
बीएसएनएल निगम कार्या./BSNL Corporate Office
चौथा तल, भारत संचार भवन
4th Floor, Bharat Sanchar Bhawan,
जनपथ, नई दिल्ली-10001/Janpath ,New Delhi-110001.
Ph. 011 2376 5353

भारत संचार निगम लिमिटेड
(भारत सरकार का उद्यम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

No. BSNLCO-PERS/15(17)/4/2022-PERS1(Finance) Dated: **31-DEC-2022**

To

**All Heads Circles (Territorial/Non Territorial)**
**Bharat Sanchar Nigam Limited.**

Subject: **Recruitment Rules of BSNL Management Services-Finance Stream (MSRRs-Finance)-2023.**

In pursuance of approval of BSNL Board of Directors, the undersigned is directed to forward herewith "Recruitment Rules of BSNL Management Services-Finance Stream (MSRRs-Finance)-2023" for information and necessary action. Hindi version will follow.

This is issued with the approval of competent authority.

31.12.2022

[G.P. Vishnoi]
Dy. General Manager(Pers.SM)

Copy to:

1. PPS to CMD, BSNL
2. PPS to functional Directors of BSNL.
3. PS to CVO, BSNL.
4. PGM(Pers)/PGM(Estt)/PGM(SR)/PGM(PF)/CS&GM(Legal), BSNL CO
5. All CGMs/PGMs/Sr.GMs/GMs, BSNL Corporate Office.
6. Director (PSU), DOT.
7. GM(Recruitment/Training), GM& CLO(SCT), BSNL CO
8. General Secretary, AIGETOA/SNEA/SEWA.
9. OL Section for Hindi version.
10. BSNL Intranet portal.

31/12/2022

[Mool Chand]
Assistant General Manager (Pers. Policy)

**BHARAT SANCHAR NIGAM LIMITED**
[A Govt. of India Enterprise]
**CORPORATE OFFICE**
[PERSONNEL BRANCH]
4th Floor, Bharat Sanchar Bhawan, Janpath, New Delhi 110 001
*****

**PUBLISHED BY PERSONNEL BRANCH, BSNL CORPORATE OFFICE**

## RECRUITMENT RULES OF BSNL MANAGEMENT SERVICES-FINANCE STREAM (MSRRs-FINANCE)-2023 in BSNL

No. BSNLCO-PERS/15(17)/4/2022-PERS1(Finance) New Delhi Dated: 31-DEC-2022

**1. SHORT TITLE AND COMMENCEMENT:** With the approval of BSNL Board, and in supersession's of the BSNL Management Services Recruitment Rules, 2009 and subsequent amendments/modifications, the following rules relating to recruitment of Executives in Finance Stream of BSNL Management Services are hereby made:

1.1 These rules may be called the **'BSNL Management Services-Finance Stream-Recruitment Rules' 2023** (herein after to be referred as MSRRs-Finance-2023 in short).

1.2 These rules shall come into force with effect from 31-12-2022(A/N)

1.3 Powers for relaxation/modification/amendment to these rules will vest with the BSNL Board.

2. **DEFINITION:** In these rules unless the context otherwise requires,

**2.1 Board:** Means the Board of Directors of the Company and includes in relation to the exercise of power by any committee of the Board/Management or any other Officer of the company to whom the Board delegates any of its powers.

**2.2 Company:** Means Bharat Sanchar Nigam Limited (BSNL, a Government of India Enterprise) hereinafter called in BSNL, having its registered office at New Delhi.

**2.3 Corporate Promotion Committee (CPC)**- A duly formed Committee to assess the suitability of the candidate for promotion in an objective and impartial manner.

**2.4 Department:** Means Department of Telecom.

**2.5 Functional Stream:** Means the discipline to which the executive has been recruited, viz. Telecom, Finance, Civil, Electrical, Architecture, Telecom Factories, CSS, CSSS and Other Streams.

**2.6 Government:** Means Government of India.

**2.7**(a) **Mode of Recruitment:** The mode of recruitment shall be either by examination or interview or examination & interview or Campus Selection or any other method approved by BSNL Board from time to time.

(b) The alternative mode of recruitment may be through immediate absorption (under Rule-37 of CCS Pension rules 1972) in the grades of CGM/PGM, GM and DGM as per requirements and as per procedure to be laid out at appropriate time.

**2.8 Mode of promotion:** Modes of promotion shall be Selection:

The selection process will be as per rules notified by Managements as per needs of the Company or as per DOP&T rules in case no specific set of rules is notified by Management.

**2.9 Service:** Means Service rendered in the grade in the substantive capacity.

**2.10 Year of Examination:** In respect of absorbed Group "A" officers will have same meaning as prescribed by DOP&T. In respect of Senior Executive Trainees/DGM(DR), it will be year in which the examination is actually held.

**3. Appointing Authority:** Appointing Authority will be BSNL Board, which means the Board of Directors of the Company and includes in relation to the exercise of power by any Committee of the Board or any Officer of the company to whom the Board delegates any of its powers.

**4. BSNL Management Services (BSNLMS):** All the services (say various existing cadres) comprising of Telecom Operations, Finance, Civil, Electrical, Architecture, Telecom Factories and Other Streams shall be known as **"BSNL Management Services".**

4.1 The Executives directly recruited/to be recruited by the company (lateral entry) at the level higher than that of Senior Executive Trainees will also be part of BSNL Management Services. Their career progression in BSNLMS will be same unless otherwise mentioned specifically at the time of such induction.

**5. Authorized strength of the Finance Stream of BSNL Management Services (BSNLMS):**

The existing authorized strength of Finance Stream of the BSNL Management service which is subject to change as per work load/review by Manpower Plan, are given below:

| Sl. No. | Grade/Level | Pre-Revised IDA Pay Scale in Rs. | BSNLMS Finance Stream (Posts) |
|---|---|---|---|
| I | Pr. General Manager (PB) | 62,000-80,000 [E9] | 08 |
| II | Senior General Manager (NF) | 62,000-80,000 [E9] | 32 |
| III | General Manager (PB) | 62,000-80,000 [E9] | |
| IV | Additional General Manager [NF] | 62,000-80,000 [E9] | 326 [278 DGM(Int)+48 DGM(DR)] |
| V | Joint General Manager [NF] | 43,200-66,000 [E7] | |
| VI | Deputy General Manager (PB) | 32,900-58,000 [E5] | |
| VII | CAO/AGM (PB) | 29,100-54,500 [E4] | AGM[Internal] =756 For Recruitment and promotion of SET*s [DR] =84 |

*SET-Senior Executive Trainee



Rawat

**6. Initial constitution:**

6.1 All the executives regularly appointed to various grades of Finance Stream of BSNL Management Services before commencement of these rules, whether recruited by the Government and absorbed in BSNL or appointed on regular basis by BSNL shall be deemed to have been appointed to their respective grades in BSNL.

6.2 The Group "A" officers absorbed from Indian P&T Accounts and Finance Service (IP&TAFS) Group "A" will form part of the Finance Stream of BSNLMS and all these absorbed Group "A" officers shall rank en-bloc senior in their respective grade to any executive or Senior Executive Trainee and higher level of respective streams, recruited or promoted by BSNL in any grade.

**7. Field of selection/minimum qualifying service for promotion, inter-se seniority:**

7.1 Method of Recruitment, Field of Promotion and Minimum qualifying service in the lower grade for appointment of executives on promotion to Higher Grade for various constituents of the Finance Stream of BSNL Management Services shall be as per Schedules-I.

7.2 The seniority/inter-se-seniority of an executive promoted as CAO/AGM (through EQ/Seniority/ LICE) and DGM (through DGM-DR/Seniority/ LICE) under MSRRs-Finance-2023 shall be determined as per Schedules-IIA & IIB respectively.

**8. Reservation:** Since as per Government of India Guidelines, the post based reservations in recruitment as well as promotions are to be provided up to lowest rung of Group "A", which is JTS level in Government of India and since JTS level is not a substantive level in BSNL, the reservation in promotion shall be provided up to CAO/AGM level [equivalent to STS].

**9. Zone of consideration:** The Zone of Consideration for post-based promotions in cadre-based services will be as per DoP&T guidelines or as decided by BSNL Board.

**10. Benchmark, Constitution of CPC etc.:** Benchmark, Constitution of CPC & Accepting Authority for promotions to various Grade(s)/Level(s) shall be as per Schedule–IIIA&IIIB.

**11. Sealed cover procedure:** As per DOP&T instruction or as decided by BSNL Board will be followed by Corporate Promotion Committee (CPC).

**12. Consideration of promotion of seniors with less qualifying service:** In case where juniors who have completed their qualifying/eligibility service are being considered for promotions, their seniors (only in case of promotion against seniority quota) would also be considered provided they are not short of the requisite qualifying/ eligibility service by more than one year on the date of reckoning for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.

**13. Fitment Method:**

13.1 On being found fit for IDA pay scale up gradation, fixation as per FR-22 1(a)(i) or as per the company equivalent rules in force from time to time, shall be allowed.

13.2 Consequent to grant of any post based promotion, the executive's pay will be fixed as per FR-22 1(a)(i) or as per the company equivalent rules in force from time to time, only in cases, where such post carries higher scale from the current scale of the executive being promoted. In cases where the executive's current pay scale is higher or same as that of the promoted post, such post based promotions will be treated as placements with grant of substantive status of the post.

13.3 No increment shall be allowed on post based promotion from GM/Sr.GM to PGM posts.

13.4 Any individual benefit extended to All Group "A" absorbed officers in accordance with the terms and conditions of absorption, such benefits shall be treated as personal to them and no claim what-so-ever can be made by comparison on grounds of Seniority, Class, Community, Cadre, Stream etc. Further, except as provided in instant guidelines, no claim will lie on account of any of the other provisions of FRSR in the context of pay scales, pay fixation, substantive status etc.

14. **Liability for transfer:** Persons appointed to the "Finance Stream of BSNL Management Service" posts (including promotions irrespective of age) shall be liable for transfer anywhere in India or at any place falling in the operational area of BSNL.

15. **Disqualification:** No person –

15.1 Who has entered into or contracted a marriage with a person having a spouse living,

Or

15.2 Who, having a spouse living, has entered into or contracted marriage with any person,

shall be eligible for appointment.

Provided that the Appointing Authority may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

16. **Saving:** Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, Scheduled Tribes, Other Backward Classes, PwBD, Ex-Serviceman and other special category of persons in accordance with the orders issued by the Central Government from time to time in this regard.

17. **Residuary matters:** In regard to matters not specifically covered by or under these rules, the persons appointed will be governed by the rules, regulations and orders decided upon by the Company.



Rawal

18. **Interpretation:** Where any doubt arises as to the interpretation of any of the provisions of any of these rules or the regulations made there under, the matter shall be referred to BSNL Board whose decision shall be final.

**[Mool Chand]**
Assistant General Manager(Pers. Policy)

**Schedule-I**

## FINANCE STREAM

| Method of Recruitment, promotion to higher grade of Finance Stream of BSNL Management Services | | | | |
|---|---|---|---|---|
| **S. No** | **Grade/ IDA Pay scale in Rs.** | **Method of Recruitment and percentage of vacancies to be filled by various methods** | **Whether Selection or Non-Selection Post** | **In case of recruitment by promotion/deputation/transfer, grade from which promotion / deputation/transfer to be made** |
| 1 | 2 | 3 | 4 | 5 |
| 1 | CAO/AGM<br>i.e. E-4 Rs.29100-54500<br><br>No. of Posts<br>756 for promotion from internal candidates<br>(Post Based)<br>+<br>84 posts for recruitment and promotion of SETs[DR] recruited at E3 level. | 84 posts (External Quota) from SETs by promotion through Selection method. | Selection | As per Recruitment Rules of Senior Executive Trainee (DR) in BSNL. (To be framed separately). Senior Executive Trainees (SETs) with 3 years of regular service as on 1st January of the vacancy year shall be eligible for promotion to CAO/AGM. |
| | | (a) 67% of internal quota by Promotion through Selection method | | 1] 67% of internal quota through promotion of regular AOs/DMs who are graduate from an Indian Institute/University established by/under act of the Central/State Govt. in India or other educational Institutes established by an act of Parliament or declared to be deemed University under Section 3 of UGC Act, 1956, with 7 years of regular service as on 1st January of the vacancy year. |
| | | (c) 33% of internal quota through Limited Internal Competitive Examination (LICE) | | 33% of internal quota through Limited Internal Competitive Examination (LICE) in which regular AOs/DMs who are graduate from an Indian Institute /University established by/under act of the Central/State Govt. in India or other educational Institutes established by an act of Parliament or declared to be deemed University under Section 3 of UGC Act, 1956, with 5 years of regular service as on 1st January of the year to which vacancy pertains, shall be eligible. |
| 2 | Deputy General Manager<br>i.e. E-5 Rs. 32900-58000/-<br>No. of Posts- 278 excluding 48 DR-DGM posts<br>(Post Based) | DR-DGM<br>(No. of Posts- 48) | Selection | DR-DGMs induction as per DGM-DR Recruitment Rules<br><br>Note: *The requirement of DR-DGMs shall be worked out before each recruitment process based on the actual need of the Company)* |
| | | 1. 50% posts by Promotion through Selection method | | 50% by promotion of regular CAO/AGM equivalent with 4 years of regular service in CAO/AGM grade |

| | | | | |
|---|---|---|---|---|
| | | | | as on 1st January of the Vacancy Year.<br>*Note: However, Seniority quota for DGM promotion for two years for the vacancies of 2023 and 2024 will be 67% in place of 50%. Beyond that period i.e. w.e.f. 01-01-2025, Seniority and LICE Quota in DGM promotion will be in ratio of 50%-50%.* |
| | | 2. 50% posts through LICE. | | 50% by LICE from amongst regular CAO/AGM equivalent who have rendered not less than 3 years of regular service in the grade as on 1st January of the year to which vacancy pertains.<br>*Note: However, LICE quota for DGM promotion for two years for the vacancies of 2023 and 2024 will be 33% in place of 50%. Beyond that period i.e. w.e.f. 01-01-2025, Seniority and LICE Quota in DGM promotion will be in ratio of 50%-50%.* |
| 3 | Joint General Manager [E7] [NF] Rs.43200-66000/- | Placement on the basis of seniority subject to suitability | Selection | Executives with 5 years of regular service in DGM grade as on 1st January of the year. |
| 4 | Additional General Manager [E-9] [NF] Rs.62000-80000/- | Placement on the basis of seniority subject to suitability | Selection | A regular DGM with 4 years of service in Joint General Manager's Grade as on 1st January of the year. |
| 5 | General Manager [E9] Rs.62000-80000/- No. of Posts - 32 (Post Based) | Promotion by Selection | Selection | Executives in Additional GM Grade with 5 years of combined service in Jt. GM & Addl. GM Grade as on 1st January of the vacancy year. |
| 6 | Sr. General Manager [E9] [NF] Rs.62000-80000/- | Placement on the basis of seniority subject to suitability | Selection | Executives with 6 years of regular service in GM grade as on 1st January of the year. |
| 7 | PGM [E9] Rs. 62000-80000/- No. of posts- 08 (Post Based) | Promotion by Selection | Selection | Executives in Sr. General Manager's grade with 03 years of regular service as on 1st January of the vacancy year. |

**Note:**

1) Educational qualification for executives to be promoted to the grade of CAO/AGM shall be graduation degree. However, existing incumbents holding the posts of Executives on regular basis on the date of notification of previous MSRRs dated 14-07-2009 shall continue to be eligible for promotion to the grade of CAO/AGM.

2) Limited Internal Competitive Examination(LICE) as a mode of recruitment referred in the schedule above would comprise of following components with their weightage in final selection:

**LICE for CAO/AGM level**

(i) Written Examination (60%) (ii) APAR (20%) (iii) Aptitude Test (20%)

**LICE for DGM level**

(i) Written Examination (50%) (ii) Interview (15%) (iii) APAR (20%) (iv) Aptitude Test (15%)

*The Scheme and Syllabus, Rules and other details for LICE shall be such as the Management Committee of the Board may prescribe from time to time.*

3) For Promotion to Non functional grades of Jt. General Manager, Additional General Manager and Senior General Manager Grade, eligibility shall be seen only on 1st January of the year and officers not completing requisite service condition as on 1st January of that particular year shall be considered on 1st January of the next year only for grant of respective NF grade.

4) Determination of Inter-se-Seniority at CAO/AGM & DGM level will be as per Schedules-II A and IIB respectively.

5) All the vacancies till 31-12-2022 which could not be filled up will be distributed as per quota/conditions prescribed in MSRRs-2023 and will be filled up accordingly.

6) The IDA pay scales of the executives of Group 'A' level, either absorbed or directly recruited by the Company belonging to IDA pay scales of Rs.13000-350-18700 & Rs.14500-350-18700(Pre-revised) will be upgraded to IDA pay scale of Rs.14500-350-18700, 16000-400-20800 & 17500-400-22300 (pre-revised) as per attendant conditions circulated under 400-61/2004-Pers.I dated 18.01.2007. This will be in case any executive belonging to such scales does not get post based promotion corresponding to next grade within a period of 4 to 6 years.

7) For any LICE to be conducted for promotion in AGM/DGM grade, in case availability of eligible candidates in feeder grade with requisite number of years of eligibility service (Residency period) for promotion to AGM/DGM grade is less than 5 times of vacancies in a particular vacancy year, then the Management Committee of BSNL Board is empowered to consider for relaxation in the eligibility service (Residency period) so as to ensure proper competition in the LICE quota.

8) In order to have fair and adequate competition in the LICE of AGM and DGM being introduced for the first time, the Management will endeavor to provide training to all willing applicants including SC/ST/PwBD applicants.

**Schedule-II A**

***The Seniority/inter-se-Seniority of an executive appointed as CAO/AGM under MSRRs-Finance-2023 shall be determined as under:***

a) Inter-se-seniority between external quota(EQ), seniority (SQ) quota and Limited Internal Competitive Examination (LICE) quota promotees, who are promoted against the vacancies of the respective quota, would be reckoned with reference to the calendar year in which they join, i.e. year in which they are borne in the cadre, irrespective of the vacancy year or the type of vacancy. However, If senior in the selection panel (review panel) after issue of promotion orders could not join in the same calendar year due to administrative reasons but his immediate junior has joined then senior will also be considered to have joined in the same calendar year only for the purpose of seniority.

b) EQ/Promotees (SQ/LICE) who join in a particular calendar year will be placed en-bloc senior to EQ/promotees (SQ /LICE) who join in subsequent calendar year/years.

c) The inter-se-seniority of the executives promoted through EQ , SQ quota and LICE quota against the same vacancy year and actually joins in the next year or any year subsequent to the vacancy year, the seniority of such persons would be determined with reference to the year of their actual joining to the post. Thus, they would get seniority of the year in which they actual join and they shall not get seniority of any earlier year viz. year of vacancy/panel or year in which recruitment/promotion process, etc. is initiated. In case of LICE, date of notification/date of examination/date of declaration of results etc. will have no relevance for the purpose of seniority.

d) If in one calendar year, the EQ/SQ/LICE promotions are being carried out for more than one vacancy years, the inter-se seniority for executives *joining in same calendar year* will be determined as follows:

i. For executives promoted in SQ quota belonging to different vacancy years (joining in the same calendar year), their seniority within the seniority quota will be as per the vacancy year/select panel wise.

ii. For executives promoted through LICE (if conducted for no. of vacancy years), the seniority within LICE quota will be as per the vacancy year in which they find a place in the list of successful candidates.

iii. For executives promoted in EQ quota belonging to different vacancy years (joining in the same calendar year), their seniority within the EQ quota will be as per the vacancy year/select panel wise.

iv. For executives joining in the same calendar year, the inter-se-seniority between EQ quota, seniority quota and LICE quota will be on the basis of vacancy year. Those who have joined as a result of earlier selection/panel would be placed senior in the seniority list to those who have joined as a result of subsequent selection/panel of vacancies.

e) If adequate number of EQ or LICE or SQ promotees do not become available (i.e. actual number of promotees) in a particular year, the rotation of quotas for the purpose of determining inter-se-seniority would stop after available (i.e. actual number of promotees) EQ , LICE and SQ promotees are assigned their slots on their joining in that calendar year. Remaining promotees of EQ, SQ or LICE quota of the concerned selection/panel (same year of joining) would be bunched together in accordance with their position in the panel approved for promotion.

f) If no EQ or SQ or LICE promotees become available (i.e. actual number of promotees) in a particular year, the rotation of quotas for the purpose of determining inter-se-seniority would be done among available EQ, SQ and LICE quota appointee and this would stop after available (i.e. actual number of promotees) EQ, SQ and LICE promotees are assigned their

slots on their joining in that calendar year. Remaining promotees of EQ or SQ or LICE quota of the concerned selection/panel (same year of joining) would be bunched together in accordance with their position in the panel approved for promotion.

g) For illustration purpose only:

The inter-se-seniority of the executives promoted against EQ, SQ quota and LICE quota against the same vacancy year and actually join in the same calendar year shall be fixed in the following manner irrespective of their date of joining and the appointees/promotees shall be given seniority of that calendar year:

1. CAO/AGM (SQ)
2. CAO/AGM (SQ)
3. CAO/AGM (LICE)
4. CAO/AGM (SQ)
5. CAO/AGM (SQ)
6. CAO/AGM (LICE)
7. CAO/AGM (SQ)
8. CAO/AGM (SQ)
9. CAO/AGM (LICE)
10. CAO/AGM (EQ)

.....and so on.

They shall not get seniority of any earlier year viz. year of vacancy/panel, or year in which promotion process, etc. is initiated. In case of LICE, date of notification/date of examination/date of declaration of results etc. will have no relevance for the purpose of seniority.

**Schedule-II B**

***The Seniority/inter-se-Seniority of an executive appointed/promoted as DGM under MSRRs-Finance-2023 shall be determined as under:-***

a) *Inter-se*-seniority between Direct Recruitment (DR) quota, seniority (SQ) quota and Limited Internal Competitive Examination (LICE) quota appointees/ promotees, who are appointed/promoted against the vacancies of the respective quota, would be reckoned with reference to the calendar year in which they join, i.e. year in which they are borne in the cadre, irrespective of the vacancy year or the type of vacancy. However, If senior in the selection panel (review panel) after issue of appointment/promotion orders could not join in the same calendar year due to administrative reasons but his immediate junior has joined then senior will also be considered to have joined in the same calendar year only for the purpose of seniority provided the executive has joined within 12 months of joining of junior.

b) DR/Promotees (SQ/LICE) who join in a particular calendar year will be placed en-bloc senior to DR/promotees (SQ /LICE) who join in subsequent calendar year/years.

c) The rotation of quota based on the percentage of vacancies allocated to DR, seniority quota and LICE in the Recruitment Rules will apply for determination of number of vacancies to be filled by the respective quotas in a vacancy year (calendar year).

d) The inter-se-seniority of the persons directly recruited as well as promoted against SQ quota and LICE quota against the same vacancy year and actually joins in the next year or any year subsequent to the vacancy year, the seniority of such persons would be determined with reference to the year of their actual joining to the post. Thus, they would get seniority of the year in which they actual join and they shall not get seniority of any earlier year viz. year of vacancy/panel or year in which recruitment/promotion process, etc. is initiated. In case of DR/LICE, date of notification/date of examination/date of declaration of results etc. will have no relevance for the purpose of seniority.

e) If in one calendar year, the DR/SQ/LICE recruitment/promotions are being carried out for more than one vacancy years, the inter-se seniority for executives *joining in same calendar year* will be determined as follows:

i. For executives promoted in SQ quota belonging to different vacancy years (joining in the same calendar year), their seniority within the seniority quota will be as per the vacancy year/select panel wise.

ii. For executives promoted through LICE (if conducted for no. of vacancy years), the seniority within LICE quota will be as per the vacancy year in which they find a place in the list of successful candidates.

iii. For executives directly recruited (if conducted for no. of vacancy years), the seniority within DR quota will be as per the vacancy year in which they find a place in the list of successful candidates.

iv. For executives joining in the same calendar year, the inter-se-seniority between DR quota, seniority quota and LICE quota will be on the basis of vacancy year. Those who have joined as a result of earlier selection/panel would be placed senior in the seniority list to those who have joined as a result of subsequent selection/panel of vacancies.

f) If adequate number of DR or LICE promotees or SQ promotees do not become available (i.e. actual number of DR/promotees) in a particular year, the rotation of quotas for the purpose of determining inter-se-seniority would stop after available (i.e. actual number of appointees/promotees) DR recruitee, LICE promotees and SQ promotees are assigned their slots on their joining in that calendar year. Remaining DR

recruitee or promotees of LICE or SQ quota of the concerned selection/panel (same year of joining) would be bunched together in accordance with their position in the panel approved for promotion.

g) If no DR or LICE promotees or SQ promotees become available (i.e. actual number of DR/promotees) in a particular year, the rotation of quotas for the purpose of determining inter-se-seniority would be done among available DR, SQ and LICE quota appointee and this would stop after available (i.e. actual number of appointees/promotees) DR recruitee, LICE promotees and SQ promotees are assigned their slots on their joining in that calendar year. Remaining DR recruitee or promotees of LICE or SQ quota of the concerned selection/panel (same year of joining) would be bunched together in accordance with their position in the panel approved for promotion.

h) The inter-se-seniority of the persons directly recruited as well as promoted against SQ quota and LICE quota against the same vacancy year and actually join in the same calendar year shall be fixed in proportion to their quota irrespective of their date of joining and the appointees/promotees shall be given seniority of that calendar year. They shall not get seniority of any earlier year viz. year of vacancy/panel, or year in which recruitment/promotion process, etc. is initiated. In case of DR/LICE, date of notification/date of examination/date of declaration of results etc. will have no relevance for the purpose of seniority.

## Schedule-III A

Benchmark, Constitution of CPC & Accepting Authority for promotions to various Grade(s)/Level(s)- **[Up to VY 2025 till 31.12.2025]**

| Sl. No. | Grade/Level or Equivalent | | Benchmark | Constitution of CPC (Corporate Promotion Committee) |
|---|---|---|---|---|
| 1 | Assistant General Manager or equivalent Rs. 29,100-54,500/- [E4][PB] | OC | Selection benchmark – Good, no adverse, not more than one Average | Chairman – GM level<br>Member- DGM Level<br>Member – CLO(SCT)<br>Accepting authority – Appointing authority |
| | | SC/ ST | Selection benchmark – Good, no adverse, not more than two Average | |
| 2 | Deputy General Manager Rs. 32,900-58,000/- [E5][PB] | OC | Selection benchmark – Very Good, no adverse, not more than one Good | Chairman – PGM<br>Member- GM Level<br>Member – GM Level<br>Accepting authority – Appointing authority |
| | | SC/ ST | Selection benchmark – Very Good, no adverse, not more than two Good | |
| 3 | Joint General Manager Rs. 43,200-66,000/- [E7][NF] | OC SC/ ST | Selection benchmark – Very Good, No adverse, | Chairman – PGM<br>Member- GM Level<br>Member – GM Level<br>Accepting authority – Appointing authority |
| 4 | Addl. General Manager Rs. 62,000-80,000/- [E9][NF] | OC SC/ ST | Selection benchmark – Very Good, No adverse | Chairman – PGM<br>Member- GM Level<br>Member – GM Level<br>Accepting authority – Appointing authority |
| 5 | General Manager Rs. 62,000-80,000/- [E9][PB] | OC SC/ ST | Selection benchmark – Very Good, No adverse | Chairman – Dir(HR)<br>Member- Other Dir.<br>Member – Other Dir.<br>Accepting authority – Appointing authority |
| 6 | Sr. General Manager Rs. 62,000-80,000/- [E9][NF] | OC SC/ ST | Selection benchmark – Very Good, No adverse | Chairman – Dir(HR)<br>Member- Other Dir.<br>Member -- Other Dir.<br>Accepting authority – Appointing authority |
| 7 | Chief General Manager/PGM Rs. 62,000-80,000/- [E9][PB] | OC SC/ ST | Selection benchmark – Very Good, No adverse | Chairman – Dir(HR)<br>Member- Other Dir.<br>Member – Other Dir.<br>Accepting authority – Appointing authority |

Note:

*For the CPC of Sl.No. 2 to 7 above, if none of the members belong to SC/ST community, CLO(SCT) or any other executive of the rank of GM/CGM level belonging to SC/ST community may be co-opted as additional member.*

## Schedule-III B

Benchmark, Constitution of CPC & Accepting Authority for promotions to various Grade(s)/Level(s)- **[W.e.f. 01.01.2026 for VY 2026 onwards]**

| Sl. No. | Grade/Level or Equivalent | | Benchmark | Constitution of CPC (Corporate Promotion Committee) |
|---|---|---|---|---|
| 1 | Assistant General Manager or equivalent Rs. 29,100-54,500/- [E4][PB] | OC | Selection benchmark – Very Good, no adverse, not more than one Good | Chairman – GM level<br>Member- DGM Level<br>Member – CLO(SCT)<br>Accepting authority – Appointing authority |
| | | SC/ ST | Selection benchmark – Very Good, no adverse, not more than two Good | |
| 2 | Deputy General Manager Rs. 32,900-58,000/- [E5][PB] | OC SC/ ST | Selection benchmark – Very Good, no adverse | Chairman – PGM<br>Member- GM Level<br>Member – GM Level<br>Accepting authority – Appointing authority |
| 3 | Joint General Manager Rs. 43,200-66,000/- [E7][NF] | OC SC/ ST | Selection benchmark – Very Good, No adverse | Chairman – PGM<br>Member- GM Level<br>Member – GM Level<br>Accepting authority – Appointing authority |
| 4 | Addl. General Manager Rs. 62,000-80,000/- [E9][NF] | OC SC/ ST | Selection benchmark – Very Good, No adverse | Chairman – PGM<br>Member- GM Level<br>Member – GM Level<br>Accepting authority – Appointing authority |
| 5 | General Manager Rs. 62,000-80,000/- [E9][PB] | OC SC/ ST | Selection benchmark – Very Good, No adverse | Chairman – Dir(HR)<br>Member- Other Dir.<br>Member – Other Dir.<br>Accepting authority – Appointing authority |
| 6 | Sr. General Manager Rs. 62,000-80,000/- [E9][NF] | OC SC/ ST | Selection benchmark – Very Good, No adverse | Chairman – Dir(HR)<br>Member- Other Dir.<br>Member – Other Dir.<br>Accepting authority – Appointing authority |
| 7 | Chief General Manager/PGM Rs. 62,000-80,000/- [E9][PB] | OC SC/ ST | Selection benchmark – Very Good, No adverse | Chairman – Dir(HR)<br>Member- Other Dir.<br>Member – Other Dir.<br>Accepting authority – Appointing authority |

Note:

*For the CPC of Sl.No. 2 to 7 above, if none of the members belong to SC/ST community, CLO(SCT) or any other executive of the rank of GM/CGM level belonging to SC/ST community may be co-opted as additional member.*

**[Mool Chand]**
Assistant General Manager(Pers. Policy)

BSNL
Connecting India faster

भारत संचार निगम लिमिटेड
भारत सरकार का उद्यम)
कार्मिक शाखा, निगम कार्यालय
चौथा तल, भारत संचार भवन,
जनपथ, नई दिल्ली

**No. BSNLCO-PERS/15(12)/1/2022-PERS1** **Dated 16-05-2023**

To

All Heads of Telecom Circles/Administrative Units,
BSNL

Subject: **Scheme and Syllabus of LICE for promotion from AO to CAO of Finance Stream.**

The undersigned is directed to enclose herewith the Scheme and Syllabus of LICE for promotion from AO to CAO level of Finance Stream for wide publicity among the executives of BSNL.

Encl: As above

16-5-2023

(जी.पी .विश्नोई/ G.P. VISHNOI)
उप महाप्रबंधक )कार्मिक-डीपीसी-एसएम(
Dy. General Manager (Pers-DPC-SM)

Copy to:

1. PPS to CMD, BSNL.
2. PPS to functional Directors of BSNL Board.
3. PPS to CVO, BSNL.
4. All CGMs/PGMs/Sr.GMs/GMs, BSNL CO.
5. All Heads of cadre controlling authorities.
6. General Secretary, AIGETOA/SNEA/SEWA.
7. OL Section for Hindi version.
8. BSNL Intranet portal.

Rawal 16/05/2023

(मूल चंद /Mool Chand)
सहायक महाप्रबंधक )कार्मिक नीति(
Assistant General Manager (Pers. Policy)

**Scheme and syllabus for the Limited Internal Competitive Examination (LICE) for promotion to the grade of Chief Accounts Officer (CAO) of Finance Stream**

**1. Scheme of Examination**

**1.1. The examination (Computer Based Test – objective type) will consist of two papers as given below:**

| Paper | Particulars | Maximum Marks | Duration |
|---|---|---|---|
| **Written Test (Technical)** | (i) Core | 50 marks (50 Questions) | 150 Minutes |
| | (ii) Common | 50 marks (50 Questions) | |
| **Total** | **100 marks** | | |
| **Aptitude Test** | One Section | 50 marks (50 Questions) | 60 Minutes |

Note:

(a) The examination will be conducted in one shift comprising Written test (Technical) for 150 minutes and Aptitude Test for 60 minutes.

(b) The examination will be objective type with negative marking. For each correct answer 01 mark will be awarded and for each wrong answer (-)0.25 marks will be awarded.

(c) Minimum qualifying marks in Written Test (Technical) and Aptitude Test put together shall be 40% for OC and 35% for SC/ST and PwBDs if sufficient PwBD candidates are not available on prescribed standards i.e. out of total 150 marks, OC candidate has to obtain minimum 60 marks and SC/ST & PwBD candidates have to obtain minimum 52.50 marks to qualify the examination.

(d) Evaluation of APARs shall be done only in respect of candidates obtaining minimum qualifying marks in Written Test (Technical) and Aptitude Test put together.

(e) Reservation in promotion to PwBD category candidates shall be available as per latest DoPT guidelines.

1.2 Evaluation of APARs

(i) For assessment of APARs and calculating APAR score (No. of years of reckoning APARs and procedure to be followed for incomplete APAR will be as followed in DPC for seniority quota promotion) in respect of executives qualified in written examination, the composition of Assessment Committee will consist of following officers:

| | |
|---|---|
| PGM/GM (Rectt) | - Chairman |
| PGM/GM of concerned Cadre | - Member |
| CLO(SCT)/DGM(SCT) | - Member |
| DGM(Rectt.) | - Member/Convener |
| Approving Authority | - Director(HR),BSNL Board |

(ii) The Assessment Committee will assess the APARs in respect of adverse remarks, integrity and score in each of the reckoning APARs. In reckoning APARs, numeric score below 04 in any APAR being considered and/or the adverse remarks and/or doubtful integrity in any of the APARs will render the executive unsuccessful for promotion in that particular LICE, provided that final decision in the matter has been taken by the Competent Authority

(iii) Where adverse remarks in APAR have already been communicated but the decision of Appellate Authority on the appeal is pending, the result of such executives will be deferred until final decision on the appeal is taken by the competent authority.

Rawat 16/05/2023

(iv) While considering the deferred case as above, if the committee finds that adverse remarks are toned down or expunged, it would place him at the appropriate place in the relevant merit list of qualified executives.

(v) Matter being confidential, Recruitment branch shall be the coordinating Branch for Assessment Committee and cases of incomplete APAR/Adverse remarks/doubtful integrity cases will be dealt by them in coordination with concerned Circle/Cadre authorities, if required.

**1.3 Determination of final merit list** (Weightage- Written Test 60%, Aptitude Test 20% & APAR 20%):

| |
|---|
| Score A = 0.6 * Candidate marks in Written Test |
| Score B = 0.2 * Candidate marks in Aptitude Test * 2 |
| Score C = 0.2 * Candidate average APAR score * 10 |
| Total Score = Score A + Score B + Score C |
| Final merit list shall be published based on Total Score as per vacancies published for that particular LICE subject to obtaining minimum overall qualifying marks in Total Score. |
| Qualifying Marks in total score: OC-50%; SC/ST-45% and PwBD-45% if sufficient PwBD candidates are not available on prescribed standards. |

**2. Syllabus:**

**2.1 Syllabus for Written Test Technical (Core) – Finance:**

| Sl. No. | Topic | Topic sub heading | Weightage (in %) |
|---|---|---|---|
| 1 | Accounting standards | • Indian Accounting Standards<br>• Indian Financial Reporting Standards (IFRS)<br>• Global Financial Reporting Standards (GFRS) | 5 |
| 2 | Advanced Accounting | • Preparation of Financial Statements – P&L / BS<br>• Disclosure of Accounting Policies<br>• Valuation of Inventories<br>• Cash Flow Statements<br>• Depreciation Accounting<br>• Revenue Recognition<br>• Accounting for Fixed Assets<br>• Merger of Public holding Corporations<br>• Alteration of share capital<br>• Equity shares with differential rights<br>• Under writing of shares & debentures<br>• Redemption of debentures<br>• Buyback of securities<br>• Acquisition, amalgamation & reconstruction<br>• Accounting for special transactions<br>• Accounting in Computerized environment SAP | 15 |
| 3 | Taxation Rules | • Indirect Tax –<br>o GST Laws, Computation of GST liability<br>o Tax invoice; Credit / debit notes; e-Way bill; Input Tax credit; GST returns<br>o Levy & collection of CGST and IGST<br>o Exemption from Tax; Composition Levy<br>• Direct Tax-<br>o Computation of Income<br>o Aggregation; set off; carry forward of losses<br>• Deductions<br>o Advance tax; TDS; TCS; Self-assessment | 20 |



16/05/2023

| | | | |
|---|---|---|---|
| 4 | Cost accounting | • Cost elements; preparation of cost sheets<br>• Cost accounting system: material/employee/direct expenses/overheads/ABC analysis<br>• Process / operation costing<br>• Costing of service sector<br>• Cost controls: standard/marginal costing<br>• Budgetary controls | 15 |
| 5 | Financial Management | • Financial management functions & ratios<br>• Sources of finance; Lease financing; Cost of capital; Capital structure decisions; Leverages<br>• Capital investment decisions<br>• Management of working capital<br>• Fundamentals of money market | 15 |
| 6 | Corporate & other Laws | • Incorporation of companies<br>• Prospectus and allotment of securities<br>• Share capital & debentures<br>• Declaration and payment of dividend<br>• Appointment of auditors | 15 |
| 7 | Audit & Assurance | • Audit concepts<br>• Engagement standards<br>• Documentations & evidence<br>• Risk assessment & Internal control<br>• Fraud and responsibilities of auditor in this regard<br>• Audit in automated environment<br>• Audit report | 10 |
| 8 | Telecom Billing | • Revenue Assurance<br>• Collection | 5 |

**2.2 Syllabus for Written Test Technical (Common):**

| | | |
|---|---|---|
| 1 | IT Tools | • MS office: Word, Excel, Power Point<br>• E office: Configuration, Usage and Reports<br>• ESS workflows |
| 2 | Planning & Operation | • ERP processes<br>• IPMS<br>• GeM, CPP, MSTC<br>• BSNL CDA Rules<br>• Energy Conservation OORJA APP (Project OJAS)<br>• Procurement Manual |
| 3 | General Admn. | • RTI, PGRMS, Grievance Redressel Mechanism<br>• Contract Management |
| 4 | Spectrum & Licensing | • Types of Telecom License<br>• USO Framework |
| 5 | TRAI regulations | • TRAI QoS |
| 6 | Project Management | • Project evaluation (Payback / NPV/RoI)<br>• Project Budgeting and RE/BE<br>• Project monitoring (CPM/PERT)<br>• Capitalisation, WIP, Depreciation and Scrapping |

**2.3 Syllabus for Aptitude Test:**

| Topic | Sub-heading |
|---|---|
| General Aptitude | • Quantitative Aptitude<br>• Reading Comprehension<br>• Reasoning Ability |

16/05/2023